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Minutes of the ordinary meeting of Darrington Parish Council
Meeting held Thursday 10 March 2022 at DARRINGTON READING
ROOMS, PHILIP'S LANE, DARRINGTON, PONTEFRACT WF8 3BH

Present

Councillor L. Thompson (LT) (Chairman), Councillor P. Stainer (PS), Councillor A Tagger (AT), Councillor V. Stones (VS), Councillor M. Britton (MB), Mrs J. Jones (JJo), Councillor G. Ayre

In Attendance

Action

1. Visual Recording of Meeting

Noted the Council's expectations for the visual recording of the meeting.

2. Public Forum

Noted the process to be followed for co-opting new councillors to the council.

3. Apologies

To note apologies and approve reasons for absence

Noted apologies from Councillor D. Jones.

4. Declarations of Interest

4.1 To note any declarations of interests not already declared under members Code of Conduct or members register of Disclosable Pecuniary Interests

No further declarations made.

4.2 To receive, consider and decide upon any applications for dispensation

None received.

5. Minutes of Previous Meeting

To Approve minutes of the ordinary meeting of Darrington Parish Council held on 10 February 2022

RESOLVED to approve said minutes as a true and accurate record of the ordinary meeting held on 10 February 2022.

RESOLVED to provide Councillor M. Britton with a final copy of the previous meeting's minutes for signature.

JJo

6. To receive information on the following ongoing issues

- 6.1 To receive feedback in respect of the adoption and/or election of councillors to the Council

NOTED that feedback was awaited from YLCA regarding the correct process to follow for the inclusion of new councillors to the council.

RESOLVED to provide feedback upon receipt of information from YLCA.

JJo

- 6.2 To receive feedback regarding the inclusion of Councillors L. Thompson and V. Stones as authorised signatories on the Parish Council bank account

RESOLVED that Councillor L. Thompson and Councillor V. Stones will be added as signatories to the bank account.

PS

- 6.3 To receive feedback in respect of the saving of all Parish Council records to a secure OneDrive folder

NOTED that progress is being made in respect of the updating of the OneDrive folder and **RESOLVED** that an update is to be provided at the next meeting.

JJo

- 6.4 To receive feedback regarding the monitoring of the Vice-Chair mailbox

RESOLVED that no further action is required.

- 6.5 To receive feedback in respect of the YLCA social media health check offer

NOTED that this was in progress and that feedback was awaited from YLCA.

RESOLVED that an update is to be provided at the next meeting.

JJo

- 6.6 To receive feedback in respect of the engagement with Julie Marshall regarding the Parish Council website

NOTED that no further action is required.

- 6.7 To receive confirmation of the publishing of the draft minutes on the Parish Council website

RESOLVED that no further action is required.

- 6.8 To receive feedback in respect of the objection to planning application 21/03044/OUT for the development of a Trunk Road Service Area at A1 Service Station

RESOLVED that no further action is required.

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- 6.9 To receive feedback regarding sponsorship of a willow archway for the school
RESOLVED that no further action is required.
- 6.10 To receive feedback regarding possible contributions by Wakefield Council to the display for the Queen's Jubilee
NOTED that the jubilee grant was being made available for the purpose of jubilee-related events and **RESOLVED** that the application would not be progressed at this time.
- 6.11 To receive confirmation of provisional booking of stall at Feast & Fayre during June 2022
RESOLVED that no further action is required.
- 6.12 To receive acknowledgement of awareness that contributions to newsletter need to be submitted to Councillor V. Stones by beginning April 2022
RESOLVED that no further action is required.

7. Correspondence

- 7.1 To consider suggestion to move new benches situated at the bus stop near Darrington Hotel and opposite Manor Park on Estcourt R
NOTED the suggestion received and **RESOLVED** to request the dustbin cleaners to clean the benches when they are cleaning bins in the village. **VS**
- 7.2 To consider and approve Service Level Agreement for ground maintenance services 2022-23
NOTED and **APPROVED** the updated Service Level Agreement from Wakefield Council. **JJo**
- 7.4 To note correspondence received after publication of agenda
- 7.3.1 Update on A1 maintenance work
NOTED the update from the Highways Department regarding planned closures of the A1 for maintenance work to be undertaken at A1 Darrington Interchange.
- 7.3.2 YLCA Wakefield Branch Area Councils
NOTED the request from YLCA for representatives to be named and in attendance at the ongoing YLCA branch meetings.
- RESOLVED** that no action would be taken in this respect at this time.

7.3.3 Replacement of defibrillator battery

NOTED that the battery for the defibrillator is required to be replaced in 5 years' time.

7.3.4 Resignation of Councillor A. Tagger

NOTED the receipt of Councillor A. Tagger's formal resignation and thanked Councillor Tagger for his years of service on the council.

8. Finance

8.1 To note payments made during February 2022

Date Approved	Item	Payment Method	Payee	Reason	Amount	VAT
10.02.22	65-2122	Cheque 911	Carter and Jackson	Rock Salt for village salt bins	£60.00	£0.00
10.02.22	66-2122	Cheque 912	Community Heartbeat Tr	4000 Standard Dispenser Bags	£135.00	£27.00
10.02.22	67-2122	Cheque 913	Pink Spaghetti	Materials for Christmas tree erection	£542.00	£0.00
				TOTAL	737.00	27.00

8.2 To approve payments for March 2022

Date Approved	Item	Payment Method	Payee	Reason	Amount	VAT
10.03.22	68-2122	Cheque 914	Community Heartbeat Tr	Annual Support Cost Year 5 - VAT	27.00	-
10.03.22	69-2122	Cheque 915	Michael Flaherty	Electricity for Christmas lights	20.00	-
10.03.22	70-2122	Cheque 916	Avril Jackson	Gardening/maintenance. Plants	19.26	-
10.03.22	71-2122	Cheque 917	PM Stainer	Printer ink	13.00	-
10.03.22	72-2122	Cheque 918	PontyVA 925	Minutes and clerk duties	300.00	-
10.03.22	73-2122	Cheque 919	JJ Electrical Solutions Ltd	Electrical work on defibrillator	72.00	12.00
				TOTAL	451.26	12.00

NOTED no income during February 2022 and closing balance on 28 February 2022 of £20 784.66

RESOLVED to settle all above accounts with immediate effect.

RESOLVED further to approve the bank reconciliation statement to 28 February 2022 and full-year forecast to the end of the financial year.

RESOLVED that an attempt should be made to claim the amount paid for the electrician to re-connect the defibrillator to the power supply, from Wakefield Council. **JJo**

9. To consider planning applications received

9.1 Darrington Parish Council considered the under-mentioned applications, received from Wakefield Council and reached the decisions shown:

CYC Reference	Address/Description	Darrington Parish Council Decision
21/02629/COUQ	Grove Hall Farm - Conversion of agricultural barns to 5 no. two bed dwellinghouses and associated alterations	No action required due to refusal on grounds of non-validation
22/00061/FUL	White Gates, West Park Drive – Porch to front	No objection raised

10. To receive information on finalised planning applications

CYC Reference	Address/Description	Wakefield Council Decision
21/02840/FUL	15 Beech Crescent – Proposed single storey rear extension	Approved
21/02996/FUL	2 Wentworth Park Rise – Single storey rear extension	Approved

11. Reports – School, Police, Gardening Club, Village Field, Newsletter

11.1 To consider school report

Nothing to report.

11.2 To consider police report

Nothing to report.

11.3 To consider gardening club report

NOTED a successful meeting as well as updated plans for the celebration of the Queen’s Jubilee.

RESOLVED to investigate the establishment of a permanent signpost structure near to Darrington Hotel, to initially utilise for the Queen’s Jubilee and thereafter for other purposes.

AT

11.4 To consider village field report

NOTED that plans are on track for the Feast & Fayre on 25 June 2022.

11.5 To consider newsletter report

Nothing to report.

12. Governance matters

12.1 To receive information on preparation of Transparency Notice

NOTED that an update to the Transparency Code was underway and would be completed in alignment with the website update.

13. Matters requested by Councillors

- 13.1 To consider and decide upon quotations for tree, tree guards and support posts for Queen's Jubilee celebrations

RESOLVED to approve the purchase of a Common British Oak tree from Vertigrow within a budget of between £60 and £100, as well as £30 for the transport of the tree.

RESOLVED further to approve the cost of a tree guard with a plaque at approximately £595 as well as an installation cost of approximately £75.

RESOLVED to engage further with the prospective service provider for the tree guard / plaque. **VS**

- 13.2 To consider and decide upon maintenance of website and Facebook page

RESOLVED that maintenance of the website and the relationship with the email service provider (Ionis) should be taken over by Mrs J. Jones as part of her monthly retainer service.

RESOLVED further that the relevant discussion would be held, and action taken, in this respect. **JJo**

- 13.3 To receive feedback from YLCA Wakefield branch meeting

NOTED feedback received in respect of discussions held at the last YLCA Wakefield branch meeting and that the next meeting is scheduled to be held in June 2022.

- 13.4 To consider and decide upon YLCA training day attendance for Councillor L. Thompson

RESOLVED to approve the cost of £40 for Councillor L. Thompson to attend the YLCA online conference on 25 March 2022.

- 13.5 To consider and decide upon provision of a get-well gift and card to a resident and ex-councillor

RESOLVED to approve the provision of a "get well" / "thank you" gift and card to the value of £50, to an ex-member of the council. **JJo**

- 13.6 To consider and decide upon participation in Wakefield Council Housing Plan

RESOLVED that the council should express its interest in participating in this initiative. **JJo**

14. Matters for inclusion on the agenda for the next meeting

RESOLVED to include the following items on the following month's agenda:

- Onboarding of proposed new councillors
- Update on preparation for Queen's Jubilee

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15. Date of Next Meeting

It was **RESOLVED** that the next ordinary meeting of Darrington Parish Council would be Thursday 14 April 2022 at 7pm at Darrington Reading Rooms.

Meeting closed at 20h21.